



# Metropolitan Transportation Commission

101 Eighth Street,  
Joseph P. Bort  
MetroCenter  
Oakland, CA

## Meeting Agenda

### Administration Committee

#### *Committee Members:*

*Adrienne J. Tissier, Chair   David Campos, Vice Chair*

*Jason Baker, Tom Bates, Federal D. Glover,*

*Mark Luce, Libby Schaaf,*

*Scott Wiener, Amy Rein Worth*

*Non-Voting Member: Bijan Sartipi*

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Wednesday, January 13, 2016

9:35 AM

Lawrence D. Dahms Auditorium

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This meeting is scheduled to be audiocast live on the Metropolitan Transportation Commission's Web site: <http://mtc.ca.gov/whats-happening/meetings> and will take place at 9:35 a.m. or immediately following the 9:30 a.m. Bay Area Toll Authority Oversight Committee meeting.

#### 1. Roll Call/Confirm Quorum

*Quorum: A quorum of this committee shall be a majority of its regular non-ex-officio voting members (5).*

#### 2. Consent Calendar

- 2a.    [15-1129](#)    Minutes of the December 9, 2015 meeting.
- Action:            Committee Approval
- Attachments:    [2a\\_12-09-2015\\_Admin\\_Minutes.pdf](#)
- 2b.    [15-1130](#)    Investment Report for November 2015.
- Action:            Information
- Presenter:       Susan Woo
- Attachments:    [2b\\_Nov'2015\\_Investment\\_Report.pdf](#)
- 2c.    [15-1131](#)    MTC Financial Statements for November 2015.
- Action:            Information
- Presenter:       Eva Sun
- Attachments:    [2c\\_Nov'2015\\_Financial\\_Statement.pdf](#)

- 2d. [15-1133](#) Contract Amendments - Pavement Management Technical Assistance Program (P-TAP) Round 17 (\$1,538,878)

- i. Adhara Systems, Inc., San Jose, CA (\$276,850)
- ii. AMS Consulting, LLC, Pleasanton, CA (\$255,761)
- iii. Bellecci & Associates, Inc., Concord, CA (\$80,240)
- iv. Capitol Asset & Pavement Services, Inc., Salem, OR (\$254,767)
- v. Harris & Associates, Inc., Concord, CA (\$288,180)
- vi. JG3 Consulting, LLC, Heath, OH (\$45,000)
- vii. Nichols Consulting Engineers, CHTD, Richmond, CA (\$289,510)
- viii. Quality Engineering Solutions Inc., Conneaut Lake, PA (\$48,570)

**Action:** Committee Approval

**Presenter:** Christina Hohorst

**Attachments:** [2d Contract-PTAP Round-17.pdf](#)

- 2e. [15-1134](#) Purchase Order and Related Contracts - Copy/Print/Scan Services: Canon Financial Services, Inc. and Canon Solutions America, Inc. (\$750,000)

**Action:** Committee Approval

**Presenter:** Nick Roethel

**Attachments:** [2e\\_PO-Contract Canon Financial.pdf](#)

### 3. Committee Approval

- 3a. [15-1135](#) Consultant Bench Selection - Future Mobility Research Program

Request for approval of a bench of consultant teams to perform work on the Future Mobility Research program. This program is intended to support MTC programs, other MPOs in California, as well as local transportation partners. To date a total of \$50,000 has been budgeted for this work.

**Action:** Committee Approval

**Presenter:** Doug Johnson

**Attachments:** [3a Future Mobility Research.pdf](#)

- 3b. [15-1163](#) Bike Share Program Contract Actions

- i. Contract - Bay Area Bike Share Program Agreement: Motivate International, Inc. (Not to exceed \$500,000)
- ii. Contract - Bike Share Asset Transfer Agreement: Bay Area Air Quality Management District (\$696,898)

**Action:** Committee Approval

**Presenter:** Doug Johnson

**Attachments:** [3b Contract-Bike Share.pdf](#)

#### 4. Commission Approval

- 4a. [15-1080](#) MTC Resolution No. 4181, Revised - FY 2015-16 MTC Agency Budget Amendment.

Amendment to MTC agency budget for FY 2015-16 to add new regular positions from temporary project positions.

**Action:** Commission Approval

**Presenter:** Brian Mayhew

**Attachments:** [4a\\_Resolution-4181\\_MTC Budget Amend .pdf](#)

- 4b. [15-1081](#) MTC Resolution No. 4215 - MTC Agency Pay Schedules.

Review and retroactive approval and adoption of MTC salary schedules for fiscal years 2012, 2013, 2014 and 2015 per request of CalPERS.

**Action:** Commission Approval

**Presenter:** Robin James

**Attachments:** [4b\\_Reso-4215\\_MTC\\_Pay\\_Schedules.pdf](#)

#### 5. Information

- 5a. [15-1132](#) Monthly Travel Report for November 2015.

**Action:** Information

**Presenter:** Eva Sun

**Attachments:** [5a\\_Nov'2015\\_Travel Report.pdf](#)

#### 6. Public Comment / Other Business

#### 7. Adjournment / Next Meeting

The next meeting of the Administration Committee will be held on Wednesday, February 10, 2016 at 9:35 a.m. in the Lawrence D. Dahms Auditorium, First Floor, 101 Eighth Street, Oakland, CA.

**Public Comment:** The public is encouraged to comment on agenda items at Committee meetings by completing a request-to-speak card (available from staff) and passing it to the Committee secretary. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

**Meeting Conduct:** If this meeting is willfully interrupted or disrupted by one or more persons rendering orderly conduct of the meeting unfeasible, the Chair may order the removal of individuals who are willfully disrupting the meeting. Such individuals may be arrested. If order cannot be restored by such removal, the members of the Committee may direct that the meeting room be cleared (except for representatives of the press or other news media not participating in the disturbance), and the session may continue.

**Record of Meeting:** Committee meetings are recorded. Copies of recordings are available at a nominal charge, or recordings may be listened to at MTC offices by appointment. Audiocasts are maintained on MTC's Web site ([mtc.ca.gov](http://mtc.ca.gov)) for public review for at least one year.

**Accessibility and Title VI:** MTC provides services/accommodations upon request to persons with disabilities and individuals who are limited-English proficient who wish to address Commission matters. For accommodations or translations assistance, please call 510.817.5757 or 510.810.5769 for TDD/TTY. We require three working days' notice to accommodate your request.

可及性和法令第六章：MTC 根據要求向希望來委員會討論有關事宜的殘疾人士及英語有限者提供服務/方便。需要便利設施或翻譯協助者，請致電 510.817.5757 或 510.817.5769 TDD / TTY。我們要求您在三個工作日前告知，以滿足您的要求。

**Acceso y el Titulo VI:** La MTC puede proveer asistencia/facilitar la comunicación a las personas discapacitadas y los individuos con conocimiento limitado del inglés quienes quieran dirigirse a la Comisión. Para solicitar asistencia, por favor llame al número 510.817.5757 o al 510.817.5769 para TDD/TTY. Requerimos que solicite asistencia con tres días hábiles de anticipación para poderle proveer asistencia.

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Attachments are sent to Committee members, key staff and others as appropriate. Copies will be available at the meeting.

All items on the agenda are subject to action and/or change by the Committee. Actions recommended by staff are subject to change by the Committee.

MTC's Chair and Vice-Chair are ex-officio voting members of all standing Committees.